

## PRE-SOLICITATION NOTICE

### SHIPPING/PACKING/TRANSPORTATION AND RELOCATION SERVICES FOR THE U.S. MISSION IN THE REPUBLIC OF IRAQ

Pre-Solicitation Notice to Request for Proposal (RFP) Solicitation No.: 191Z1018R0002

Classification Code/Standard Industrial Classification (SIC): V -- Transportation, travel, & relocation services.  
NAICS Code: 484 -- Truck Transportation/484230 -- Specialized Freight (except Used Goods).  
Point of Contact: Ramon Taruc – General Services Officer/Contracting Officer.

#### PURPOSE

The U.S. Mission in Republic of Iraq requires Shipping /Packing /Transportation and Relocation Services for the U.S. Embassy in Baghdad, the U.S. Baghdad Diplomatic Support Center, the U.S. Consulate General in Erbil and the U.S. Consulate General in Basrah.

#### **This is not a request for proposal!**

This is for pre-solicitation/informational purposes only to encourage and stimulate respective industry participation in the upcoming Request for Proposal (RFP).

The U.S. Embassy Baghdad issues this notice with the intent of giving an opportunity to all interested parties to appropriately prepare for the anticipated RFP for Cargo and Mail Shipping, /Packing, and Transportation/Relocation Services.

#### PROPOSED CONTRACT ACTION

The U.S. Embassy Baghdad is anticipating to issue a solicitation (RFP) with the content as described herein:

1. RFP Reference Number: 191Z1018R0002
2. RFP Title: Shipping/Packing/Transportation and Relocation Services for the U.S. Mission in the Republic of Iraq; the U.S. Embassy in Baghdad, the U.S. Baghdad Diplomatic Support Center, the U.S. Consulate General in Erbil and the U.S. Consulate General in Basrah.
3. RFP issuance date: To be determined.
4. RFP issuance method: Electronic RFP distribution through the U.S. Embassy web site at [http://iraq.usembassy.gov/gso\\_procurement.html](http://iraq.usembassy.gov/gso_procurement.html) and through Federal Business Opportunities (FedBizOpps) at [www.fbo.gov](http://www.fbo.gov). All responsible sources holding appropriate permits may submit a proposal in response to the RFP, to be considered by the U.S. Embassy Baghdad.
5. RFP response date: To be determined.
6. Award date: To be determined.
7. Award type: Fixed-Price IDIQ type contract.
8. Award procedures: In accordance with FAR 15.3 Source Selection.

9. Duration of contract period: A base period of twelve months and three (3) twelve-month period at the option of the U.S. Government.
10. Place of performance: the U.S. Embassy in Baghdad, the U.S. Baghdad Diplomatic Support Center, the U.S. Consulate General in Erbil and the U.S. Consulate General in Basrah, Republic of Iraq.
11. Special contract requirements:
  - a) All business entities working in Republic of Iraq shall be registered by the Ministry of Trade of Republic of Iraq. The Ministry of Trade is the institution of the Government of Iraq to grant tax registration, business license permits authorizing all business concerns to do business in Republic of Iraq.
  - b) Transportation/Shipping activities in Republic of Iraq mandate possession of tax clearance issued by the Ministry of Finance – General Tax Authority. Transportation of goods requires possession of approvals from Prime Minister National Operational Center (PMNOC).
  - c) Baghdad International Zone (IZ) – special access permits including possession of IZ badges are required to enter Baghdad International Zone. There is a variety of badges authorizing access to the IZ depending on the nature of a contract awarded by U.S. Government. Business concerns interested in doing business with the U.S. Government shall be capable of having access permit to furnish contracted deliveries or implement service performance within the IZ. IZ badges are subject to payment of fees. Furthermore, interested business concerns are required to investigate special business conditions, including security concerns, around and within Baghdad International Zone.
  - d) Interested businesses shall provide a statement of knowledge for the employment of local or third country nationals (TCN) to be used for their projects in Iraq. Be advised that TCN employees are subject to residence and recruitment permits required by the Government of Iraq (GOI). Any business concern planning to use TCN employees shall be familiar with GOI's regulations with regard to sponsorship mandatory rules; and are required to apply to the Ministry of Labor and Social Affairs. Also, companies must have "established financial investment" in Iraq in order to sponsor their TCN personnel, and shall take full responsibility of TCN employees including all legal matters, all insurances, health/life, tax/revenues, security, residence/ recruitment/ permit/ and registration fees. Full reference to employment/recruitment process is provided in New Labor Law of Iraq; Also, business concern shall regard the following references:
    - Article 12, of the Iraqi Investment Law ("the Law") No. 13 of 2006;
    - Article 6 of Instructions No. 18 of 1987;
    - Article 3 of New Labor Law;
  - e) Workers' compensation laws that cover local nationals and third country nationals do not exist in Iraq. Therefore, Defense Base Act (DBA) insurances will be required in accordance with FAR clauses 52.228-3 and 52.228-4.
- 4) All business concerns will be required to have a DUNS number and be registered in SAM/CCR through the following sites: DUNS – [www.dnb.com](http://www.dnb.com) and SAM/CCR – [www.sam.gov](http://www.sam.gov).

The U.S. Embassy Baghdad plans to hold a pre-proposal conference for Contractors. Interested parties are reminded that information furnished hereunder may be subject to disclosure under the Freedom of Information Act (FOIA). Therefore, all items that are confidential to business, or contain trade secrets, proprietary, or personnel information must be clearly marked. Marking of items will not necessarily preclude disclosure when the U.S. Embassy Baghdad determines disclosure is warranted by FOIA. However, if such items are not marked, all information contained within the submitted documents will be deemed releasable.